

Prospectus



Little Lizards Children's Centre
Landewednack CP School
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Introduction

Little Lizards plays a major part in the extended school's delivery at Landewednack School. It provides day care for two to five year-olds all year round, a breakfast club, an after-school club and a holiday club for 2—11 year old children.

The facilities, which are managed by the school, have their own team of qualified staff and bring a whole range of extra assets to the local community and provide a safe school environment for children's learning development.

Little Lizards is a self-contained building within Landewednack school grounds. It has a large main playroom which is well-equipped and a purposely designed quiet room which can be used for visiting professionals i.e. Physiotherapist or Speech therapist. Our outdoor play area provides opportunities for children to take part in physical, imaginative and co-operative play. Outside play is catered for in a secure fenced off area, with use of the school field and the sports hall when necessary.

Landewednack School is now part of The Southerly Point Co-operative Multi Academy Trust. More information about this can be found on the school website <http://www.landewednack.cornwall.sch.uk>. All policies and event dates can also be found on the website.



“Constructing
our own
houses using
stickle bricks”

Early Years Foundation Stage

At Little Lizards we believe that the key to young children's learning is well-planned play, which covers all the seven key areas of a child's learning and development. The first three areas are particularly crucial in building the children's capacity to learn, form relationships and thrive. These are called the prime areas and include communication and language, physical development and personal, social and emotional development. In addition to these are the four specific areas, which include, literacy, maths, understanding of the world and expressive arts and design.

Below is an overview on how we support these areas of development.

- Communication and language development – We give children opportunities to experience a rich language environment; to develop their confidence and skills in expressing themselves; and to speak and listen in a range of situations.
- Physical development- We provide opportunities for young children to be active and interactive; and to develop their co-ordination, control, and movement. Children must also be helped to understand the importance of physical activities, and to make healthy choices in relation to food.
- Personal, social and emotional development - We help children to develop a positive sense of themselves, and others; to form positive relationships and develop respect for others; to develop social skills and learn how to manage their feelings; to understand appropriate behaviour in groups; and to have confidence in their own abilities.
- Literacy development - We encourage children to link sounds and letters and to begin to read and write. Children must be given access to a wide range of reading materials (books, poems, and other written materials) to ignite their interest.
- Mathematical Development - involves providing children with opportunities to develop and improve their skills in counting, understanding and using numbers, calculating simple addition and subtraction problems; and to describe shapes, spaces, and measure.
- Understanding the world- We guide children to make sense of their physical world and their community through opportunities to explore, observe and find out about people, places, technology and the environment.
- Expressive arts and design- We provide opportunities for children to explore and play with a wide range of media and materials, as well as providing opportunities and encouragement for sharing their thoughts, ideas and feelings through a variety of activities in art, music, movement, dance, role-play, and design and technology

To help us achieve these areas we also incorporate the following four principles of the EYFS;

- 1) **A unique child** - Every child is a unique child, who is constantly learning and can be resilient, capable, confident and self-assured.

Little Lizards understand that children develop in individual ways and at varying rates. We provide opportunities for children to explore and learn in different ways where they can achieve their own goals while building upon their own confidence and self-esteem.

- 2) **Positive Relationships** - Children learn to be strong and independent through positive relationships

Little Lizards prides itself on its relationship with parents/carers. Children are

allocated a key person who will help settle them along with monitoring their progress. This is done through observing and planning for your child's next steps of development. We plan for and provide creative and innovative activities for your child to enjoy while learning.

- 3) **Enabling environment** - Children learn and develop well in enabling environments, in which their experiences respond to their individual needs and there is a strong partnership between practitioners and parents and/or carers.

Little Lizards provide a rich and stimulating environment to support children's learning and development. We offer secure and safe indoor and outdoor areas.

- 4) **Learning and Development** - Children embrace learning and development in different ways and at different rates.

Little Lizards provide opportunities for children's play and exploration in both the indoor and outdoor environments. We observe the children to help plan for their next steps and responding to their individual interests and developmental needs.



Our Visit to Tregullas Farm

Our Aims

-To Provide

- ① High quality care and learning for all children in our setting.
- ① An environment that is safe and secure as well as stimulating, friendly and welcoming to all children, parents and staff.
- ① A place to take learning forward and to provide opportunities for children to succeed in an atmosphere of care and feeling valued.
- ① Well planned play, both indoors and outdoors which is a key way for children to learn with enjoyment and challenge through all areas of personal, social and educational development, taking into account the areas of learning suitable to age and ability.
- ① Activities which are inspired by the interests of our children.

Our Values

- ① Regarding children as individuals
- ① A partnership with parents/carers/school, outside agencies and the community.
- ① Promoting Equal Opportunities for children and staff.
- ① Providing opportunities for further training and development for staff
- ① Ensuring a good relationship between all the people who use the setting
- ① Learning through ongoing stimulating and structured play with a challenge
- ① Providing opportunities for children to develop confidence and self esteem
- ① Ensuring children and staff are praised
- ① Providing high quality staff
- ① Providing high quality care



“Exploring the World in which we live”

Our Day at Little Lizards

Our day starts at 8.00am for breakfast club; children will not be admitted before this time. During this time children aged 2 to 11 may attend. School aged children will be allowed into school at 8.50am.

Our morning nursery session starts at 9.00am. Tuck time is at 10.15am when a healthy snack will be provided. At 12 noon children have a choice of a cooked meal provided by the school for an additional charge of £2.34, or a packed lunch brought from home (see below for more details). Day care ends at 3.00pm but some parents use funding to leave their children until 3:15pm or later. Parents/carers are asked to wait outside the wooden gate of Little Lizards when picking up; a member of staff will bring your child out to you. If you need to pick up early please let a member of staff know when you drop off. During the afternoon a small snack is provided for the children.

After school club commences at 3.00pm for day care children and 3:15pm for the school children. A member of staff from Little Lizards will bring the children into Little Lizards for after school club. During after school club a variety of activities will be on offer as will a quiet area should any children wish to do homework. A snack will be provided during this time. Our day ends at 5.00pm. If a later pickup of 6.00pm is required, this may be possible if enough parents want it to make it viable.

During the school holidays Little Lizards offers a Holiday Club for 2-11 year olds that runs from 8.00am – 5.00pm. A letter is sent out to book your child in for holiday club (Your child will require a packed lunch as the school kitchen is closed during the holidays). Children who use stretched funding will automatically be booked into holiday club.

Little Lizards closes on School inset days for training and at 3:00pm on the last day of term.

Please Note: If you are late picking up, relevant charges will apply.



“Little Lizards
join with the
school for their
Teddy Bear’s
Picnic”

School Meals

A lunchtime meal is cooked on the premises and costs £2.34 at present. Children may have a hot lunch or bring a packed lunch. A menu is displayed on the notice board and on the school website. Dinner money should be paid at the beginning of the week or the morning of the day the meal is required. Payment for dinners should be made via ParentPay, our secure payment system.

Key Worker System

A key worker has special responsibility for a group of children. Parents and children know the name of their key worker from the beginning of their involvement with the setting. A key worker will ensure that the needs of each child are recognised within the setting, so that the overall planning is devised to meet these needs. Please ask a member of staff if you don't know who your child's keyworker is.

The main duties of a key worker are:

- To assist the child to settle into the setting
- To provide for the emotional needs of the child, e.g. to comfort and reassure the child at any time
- To care for the child, e.g. to assist with toileting as necessary
- To plan for that child ensuring that the child's race, culture, religion and language are taken into account
- Observing, keeping records and monitoring the child's progress using tapestry
- Liaising with parents/carers
- To develop a good rapport with parents/carers, informing them of their child's activities
- To contribute information about individual children's needs, whilst respecting confidentiality as necessary.

“Exploring
different root
vegetables”



Learning Journeys using Tapestry

Each child attending Little Lizards will have their own electronic learning journal in line with the Early Years Foundation Stage, this is a record of their learning and achievements during their time with us. The program used is Tapestry where photographs, observations and progress reports of your child will be recorded. This is also a document that you can use by commenting and adding your own observation and achievements from home. You will be sent an activation link by email where you activate your account. If you have any queries please ask a member of staff. You can also find more information about Tapestry at <https://tapestry.info/>.

Two Year Old Progress Check

In 2012 the government introduced a Two Year Check within all child care settings, which will link into the Two Year Old Health Review, which is completed by a member of the Health Visitors team. This will provide information to go into your child's "Red Book" (Personal Child Health Record) and will act as a link between health and education settings. Your child's Key Worker will complete the progress check and you will be invited to meet up with them in order to discuss and add your views to the assessment.

2, 3 and 4 year old Funding

At Little Lizards we accepted 2, 3 to 4-year-old funding. The term after your child's 3rd Birthday they are entitled to 15 hours free government funding. Some 2 year olds are also entitled to this funding. Working parents can also apply to receive an extra 15 hours funding (total 30 hours). If you're eligible for the extra hours, you will sign up online and receive a code. You will need to bring this code with your declaration form to receive your funding to Little Lizards. Declaration forms are available from Little Lizards.

To apply for your 30 hours free funding please visit: <https://www.gov.uk/30-hours-free-childcare>

More information about childcare cost and different funding can be found at: <https://www.gov.uk/help-with-childcare-costs/free-childcare-and-education-for-2-to-4-year-olds>.



“Outdoor Fun”

Insurance

Little Lizards has a comprehensive insurance policy in place. We are insured to deliver child care between the times of 8am and 6pm.

Parent and Toddlers Group

A Parent and Toddlers Group welcomes children from birth to 5 and runs from 10:00am to 11.30am on a Friday morning, in the Community Hall, in the school. They provide different activities for the children and have regular visits from the health visitor.

Complaints Procedure

Please refer to the Complaints Policy which, along with other documents, policies and information is available on request or on the school website. Please speak to a member of staff for more information.

Calendar of Events

During the year we have many activities taking place, and these include both setting and village events. There is a list of dates on the bottom of the newsletter, which is updated weekly. Information can also be found on the school website at www.landewednack.cornwall.sch.uk. Weekly newsletters will be emailed to you every Friday, newsletters are relevant to Little Lizards parents as well as Landewednack school parent.

Outdoor Visits & Journeys



Little Lizards has a policy for Outdoor Education activities. Under the terms of this policy parents will be asked to complete a consent form with regard to outdoor visits and trips.

Governors with Responsibility

Mrs Louise Jones	Head Teacher
Mrs Elaine Broscumb	Premises Governor
Mrs Alix Lord	Early Years' Governor

The Governors with responsibility for Little Lizards report back to the school's Board of Governors when they meet each half term.

Staff

June Evans	Nursery Manager
Angela Haskell	Nursery Nurse
Paige Tonkin	Apprentice Nursery Nurse

Pastoral Care

While they are at Little Lizards, the staff are in 'loco-parentis' with regard to the children in their care. In the event of an accident of a serious nature, every effort will be made to contact the child's parents as soon as possible. If a child is taken ill and it is considered wise to send the child home, the parents will be contacted. Please ensure we have a telephone number to contact you during the day.



If your child is asthmatic and needs an inhaler to be available at Little Lizards, please ensure it is clearly named. Currently these are kept in the office. The school and Little Lizards have an emergency asthma kit available. If your child has been prescribed medicine to be taken in the course of the day, such as an antibiotic and it needs to be administered by a member of staff, please see a member of staff to sign the permission forms.

If your child is not yet dry, we are happy to either change nappies, or, once you have begun to toilet training them, we are happy for them to come in pants and deal with any 'accidents'. We ask parents to send in a bag with a change of clothes, nappies, wipes and cream in.

We ask all parents to send their children with named spare clothes in case of accidents with water play. We also ask you bring appropriate clothing for the weather i.e. wellie boots, coats or sunhats and a named water bottle.

Your child will self-register each day they attend. We ask they find their name label when entering the setting (located on the door inside the entrance hall) and place it above their peg. They will then place all bags coats etc... on their peg. Your child will also have their own drawer (located in entrance hall) where items of work your child has done along with important letters from Little Lizards can be found. Children check this drawer each day before coming leaving Little Lizards.

We are pleased to offer tooth brush club each day to the children. This is part of the Smile campaign to encourage children's oral hygiene.

Please inform us of any home circumstances which may be having an adverse effect on your child. We are here to help support your children as well as yourselves.

Term Dates – Year 2021/22

Little Lizards will be closed for In-service training on 6th and 7th September.

Autumn term 2021 (70 days)

6th September – 17th December
(Half term 25th – 29th October)

Spring term 2022 (64 days)

4th January – 8th April
(Half term 21st – 25th February)

Summer term 2022 (61 days)

25th April – 23th July
(Half term 30th May – 3rd June)

Little Lizards are also closed for the following Bank Holidays:

Extra Bank Holiday (in lieu of Platinum Jubilee Bank Holiday) – 28th February 2022

Good Friday – 15th April 2022

Easter Monday – 18th April 2022

Early May Bank Holiday – 2nd May 2022

Spring Bank Holiday – 2nd June 2022

Summer Bank Holiday – 30th August 2022

Please note; Little Lizards closes at 3:00pm on the last day of each term.



“Fine motor skill activities”

Southerly Point Co-operative Multi Academy Trust, of which Landewednack School is a member of, has carried out a review of the charges made for extended activities. This covers such things as Breakfast Clubs, After School Clubs and Nursery provision, including holiday care. Aiming to ensure all schools in the Trust are charging the same and in turn the charges made are in line with other organisations providing similar forms of childcare.

After completing the review the Trustees have agreed that the following charges will be made from September:

Breakfast Clubs (school aged children to 11)	£4 per hour
After School Clubs (school aged children to 11)	£4 per hour
Holiday Clubs (school aged children to 11)	£4 per hour
Nursery 2-3 Year Olds	£5 per hour
Nursery Over 3's	£4.50 per hour

The actual charge Landewednack School will make for each extended service is shown in the table below.

Nursery Provision for 2 year olds			
Description of Provision	Provision Time	Length of Provision Provided	Charge for Provision
Breakfast Club (for 2 year olds)	8:00am-9.00am	1 hour	£5.00
AM Day-care Session	9.00am - 12 noon	3 hours	£15.00
Lunchtime Day-care session	12 noon – 1pm	1 hour	£5.00
PM Day-care Session	1.00pm – 3.00pm	2 hours	£10.00
ASC (for 2 year olds)	3.00pm – 4.30pm	1 hr 30 minutes	£7.50
½ hour additional time (booked)	½ hour between 4.30pm and 6.00pm*	½ hour	£2.50
Holiday Club (for 2 year olds)- Whole day	8am – 5pm*	9 hours	£45.00
Holiday Club (for 2 year olds)- Half day session	8am – 1pm or 1pm – 5pm*	5 hours 4 hours	£25.00 £20.00
Holiday Club (for 2 year olds) – Short day session	9.00am -3pm	6 hours	£30.00
Bolt on Hours (for 2 year olds)	Anytime	1 hour	£5.00
Nursery Provision for 3 and 4 year olds			
Description of Provision	Provision Time	Length of Provision Provided	Charge for Provision
Breakfast Club (for 3 and 4 year olds)	8:00am-9.00am	1 hour	£4.50
AM Day-care Session	9.00am - 12 noon	3 hours	£13.50
Lunchtime Day-care session	12 noon – 1pm	1 hour	£4.50
PM Day-care Session	1.00pm – 3.00pm	2 hours	£9.00
ASC (for 3 and 4 year olds)	3.00pm – 4.30pm	1 hr 30 minutes	£6.75
½ hour additional time (booked)	From 4.30pm	½ hour	£2.25
Holiday Club (for 3 and 4 year olds) Whole day	8am – 5pm*	9 hours	£40.50
Holiday Club (for 3 and 4 year olds) Half day session	8am – 1pm or 1pm – 6pm*	5 hours	£22.50
Holiday Club (for 3 and 4 year olds) – Short day session	9.00pm -3pm	6 hours	£27.00
Bolt on Hours (for 3 and 4 year olds)	Anytime	1 hour	£4.50
Wraparound and Holiday Provision for School Aged Children.			
Description of Provision	Provision Time	Length of Provision Provided	Charge for Provision
Breakfast Club (for school aged children)	8:00am-9.00am	1 hour	£4.00

ASC (for school aged children)	3.15 – 4.30pm	1 hr 15 minutes	£5.00
½ hour additional time (booked)	½ hour between 4.30 and 6.00pm*	½ hour	£2.00
Holiday Club (for school aged children) - Whole day	8am – 5pm*	9 hours	£36.00
Holiday Club (for school aged children) - Half day session	8am – 1pm or 1pm – 5pm*	5 hours 4 hours	£20.00 £16.00
Holiday Club (for school aged children) – Short day session	9.00 -3pm	6 hours	£24.00
Bolt on Hours	Anytime	1 hour	£4.00

* ASC and Holiday Club routinely runs until 5pm, unless enough parents have asked for 6pm on a particular day to make it viable

Please note that staff hours are planned ahead depending on childcare requested in advance, unfortunately, if you request childcare at short notice, we may not be able to accommodate you if we haven't staffed those hours. For example, if children are only booked in until half past four, we will not staff ASC/Holiday Club until 5pm, so won't be able to accommodate late requests for childcare to 5pm on that day.

The charges will be reviewed every two years in future, so these rates will remain in place until the end of August 2023.

As a Trust, the Trustees have tried to keep costs as low as possible, but the costs of providing these services have increased over the last five years beyond normal inflationary pressures, so unfortunately for some schools this will mean charges will need to increase. The Trust hope that you will feel the new charges still represent good value for money. The average cost for childcare in the UK is currently between £5.25 and £5.50 per hour (Money Advice Services), so these new charges are still well below the average charges made by other organisations providing similar services.

Please note this change does not have any impact on funded nursery hours, but only apply to fees that parents/carers are required to pay.